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S-E-C-R-E-T

7 January 1958

MEMORANDUM FOR: Chief, Plans and Policy Staff

SUBJECT: Weekly Report #1
Assessment and Evaluation Staff
25 December 1957 - 7 January 1958

Document No. _____

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 13 MAR 1971

I. SIGNIFICANT ITEMS. None.

II. OTHER ACTIVITIES.

A. Office of the Chief.

1. [] representing [] Acting Chief, Operations, EE, consulted with Chief, A&E on the development of a Fitness Report for use with contract agents. As a result of this consultation the concepts of what should and should not be in such a Fitness Report have been re-oriented. Chief, A&E will continue to provide some consultative assistance in the development of this form.

2. Chief, A&E held a conference with [] from NSA to discuss ways of smoothing out management of the NSA-CIA testing program. The next step is to consult with Chief, JOTP and PPD/OP to clarify the relationship between the FCDP and NSA programs for next year. It is quite certain there will be much less reliance on the NSA program and more on the FCDP. At this point, it is not so certain that NSA should be dropped completely.

3. As a sequel to the briefing given to the students of the CSR #19, four additional people, all from EE, were briefed on A&E activities on 6 January. These individuals had not been in CSR, but had been sent by various supervisory personnel who were or who had been present at its previous briefing.

III. PERSONNEL NOTES.

1. We regret to announce that, because of personal matters, [] finds it necessary to resign as of 17 January.

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2. The A&E Staff seems to be running a matrimonial bureau. In addition to the engagement of [redacted] two other members of the staff were recipients of diamonds during the Christmas holidays; the two young ladies concerned are [redacted] respectively. Weddings are planned for September and April

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3. [redacted] gave birth to a baby girl, Carol Ann, on 1 January. Poor planning from an income tax point of view!

[redacted]
Chief, Assessment and Evaluation Staff

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WEEKLY STATISTICAL REPORT
Assessment and Evaluation Staff
Week of 23-27 December 1957

A. Assessments

	No. Forwarded with Comment	Total Performed
1. Interpretive Reviews		
a. Applicant		
b. EOD		
c. FLA		
d. Career Management		
e. MSP O/S Review Panel		10
		TOTAL 10
2. Standard		
a. With individual tested		0
b. With personnel officer, supervisor, etc.		6
		TOTAL 6
3. Special		0
4. Intensive		0
5. Interpretive Conferences		
a. Standard		
1. With individual		2
2. With personnel officer, supervisor, etc.		5
b. Special		
1. With individual		
2. With personnel officer, supervisor, etc.		
c. Intensive		
1. With individual		
2. With personnel officer, supervisor, etc.		
		TOTAL 7

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WEEKLY STATISTICAL REPORT
Assessment and Evaluation Staff
Week of 30 Dec 57 - 3 Jan 58

A. Assessments

	No. Forwarded with Comment	Total Performed
1. Interpretive Reviews		
a. Applicant		
b. EOD		
c. FLA	<u>4</u>	<u>19</u>
d. Career Management		
e. CS/CSP		<u>5</u>
		TOTAL <u>24</u>
2. Standard		
a. With individual tested		<u>0</u>
b. With personnel officer, supervisor, etc.		<u>7</u>
		TOTAL <u>7</u>
3. Special		<u>7</u>
4. Intensive		<u>0</u>
5. Interpretive Conference		
a. Standard		
1. With individual		<u>0</u>
2. With personnel officer, supervisor, etc.		<u>3</u>
b. Special		
1. With individual		
2. With personnel officer, supervisor, etc.		
c. Intensive		
1. With individual		
2. With personnel officer, supervisor, etc.		
		TOTAL <u>3</u>

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C. Testing Operations

	No. Persons Tested	No. Tests Administered
1. Professional Applicant Test Battery <u>4</u>		
a. General Applicants	<u>2</u>	<u>18</u>
b. JOT Candidates		
1. Washington	<u>2</u>	<u>18</u>
2. Field	<u>0</u>	<u>0</u>
c. Other	<u>0</u>	<u>0</u>
2. Professional Employee Test Battery <u>47</u>		
a. EOD	<u>2</u>	<u>24</u>
b. Pre-training	<u>43</u>	<u>516</u>
c. Internal JOT Applicants	<u>0</u>	<u>0</u>
d. Other	<u>2</u>	<u>24</u>
3. Clerical Applicant Test Battery <u>1</u>		
a. Washington	<u>1</u>	<u>4</u>
b. Field	<u>0</u>	<u>0</u>
4. Clerical Employee Test Battery <u>9</u>	<u>9</u>	<u>45</u>
5. Foreign Language Aptitude Test <u>19</u>	<u>19</u>	<u>152</u>
6. IOC Waiver Test <u>0</u>	<u>0</u>	<u>0</u>
7. Other <u>0</u>	<u>0</u>	<u>0</u>
TOTAL <u>80</u>	<u>80</u>	<u>801</u>

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